

## CHALLENGING BEHAVIORS PROCEDURE

**Purpose:** The intent of this procedure is to ensure that all children with challenging behaviors receive individualized support and guidance, and ensure the safety and welfare of all children at the center.

1. Each incident of injury, or of aggression by a child that harms another, must be documented on the "Ouch" report the same day it occurs.
2. Incidents that do not result in visible signs of injury but cause harm; such as a fall, grabbing, or shaking of the head, must still be documented on the "Ouch" report.
3. In a confidential setting, the parent(s) of the injured child as well as the child who has used aggressive behavior must be informed of the incident the same day. The parent of the injured child must sign the Ouch Report.
4. Whenever a minimum of four aggressive actions take place in the same day, a child's parent(s) will be contacted to pick up their child from the center. This will ensure a safe environment for the other children. Both the Center Supervisor and Program Manager must be contacted that day. A meeting to staff the situation will take place between the Specialist/Teacher, Center Supervisor and Program Manager within two days. The EHS Specialist/Teacher will continue to provide home-based services to the family during this period of time.
5. If determined by the Center Supervisor and Program Manager, a Behavior Plan may be established for any child with aggressive behavior. A meeting to develop the Behavior Plan must take place and include the parent(s), Teacher/Specialist, and Supervisor or Program Manager. Once the plan is in place, daily communication between the staff and parent regarding the child's behavior must take place. The Behavior Plan will include a time frame for a follow-up meeting.
6. If an injury occurs that requires a medical provider's attention, staff is required to call the parent or other emergency contact on the Emergency Information Form immediately. The Center Supervisor, EHS Program Manager, and/or EHS Director must also be informed immediately. Any injury that results in a doctor's visit must be reported to the Child Care Division by the EHS Director.

**Southern Oregon Early Head Start**  
**Responding to Challenging Behaviors**

Child \_\_\_\_\_ Age \_\_\_\_\_ Date \_\_\_\_\_

What behavior is challenging?

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How often does this occur?

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How long has it been going on?

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When does it happen?

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How do you respond now?

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How does the child respond?

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Did something happen at home that might have upset the child?

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Did something happen at the center that might have upset the child?

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- S - State the Problem
- O - Observe behavior
- L - Learn what is developmentally appropriate
- V - Vary your own behavior
- E - Enforce boundaries